



Taunton Municipal Airport Commission
MINUTES OF MEETING
March 30, 2022

Commissioners:

Robert Adams - Chairman
Richard Griffith - Vice Chairman
Kenneth Gibson
Jonathan LeMaire
Stephen Rogers
Burton Schriber
Zena Shivers

Airport Manager: Interim Richard A. Griffith

Treasurer/Secretary Dianne Tavares

Meeting called to order at 7:00 P.M.

1. Roll call taken: Robert Adams - present
Richard Griffith - present
Ken Gibson - present
Burton Schriber - present

2. Airport Engineers: Airport Solutions Group – Craig Schuster

This memo describes the current status of miscellaneous engineering and planning projects at the Taunton Municipal Airport as of the date indicated above (March 30, 2022)

1. Install Oil Water Separator – Phase 2 – (1 Unit)

ASG has been in contact with the contractor asking them when they think they will come back to do any cleanup and seeding. Once that has been done then ASG will coordinate a final inspection with FAA, MassDot, and TAN and then prepare the FAA and MassDOT project closeout documents.

Project Cost:	\$202,195.08
FAA Share:	\$202,195.08
MassDOT Share:	-0-
TAN Share:	-0-

The above represents the author's recollection of the meeting discussed and agreements made. Please notify the author of any errors or omissions within one week of issuance, otherwise this record shall stand as an accurate Representation of the meeting.

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2. Runway 12-30 Runway/Taxiway Separation Standards Feasibility Study

Project has been completed and is closed out. ASG has prepared the FAA closeout documentation, which was sent to the FAA, by the Airport. Final invoice was prepared and submitted on January 11, 2022. Once FAA has approved the closeout documents then final payment can be issued.

Estimate Project Cost:	\$92,800
FAA Share:	\$92,800
MassDot Share:	-0-
TAN Share:	-0-

3. Cold Storage Building (ASMP)

The Taunton Municipal Airport (TAN) is seeking funding assistance under the MassDOT Aeronautics Division's Airport safety and Maintenance Program (ASMP) to purchase and install a cold storage shelter to store and maintain its (overflow) fleet of equipment. The proposed cold storage shelter (42' x 40' x 17H) will be made of steel members with a heavy canvas material covering the frame (e.g. Quonset hut "type" structure). The structure will be mounted onto 2-foot high concrete blocks to allow for protection of the structure from winter conditions and to gain additional clearance height for vehicles. A manual rollup overhead door (16' x 16') is proposed for ease of moving equipment to / from the structure. The concrete blocks will be placed on a bed of stone dust, and a gravel access road will be constructed to access the building from Westcoat Drive. A new swing gate is also proposed.

An ASMP grant application was submitted on September 13, 2021, to MassDOT for consideration of funding.

ASG attended a meeting with MassDOT Aeronautics and the FAA on January 18, 2022, to discuss cold storage buildings in general. MassDOT is concerned there is a FAA process to follow and wanted FAA's input on that process. The result of the meeting is that, if not already shown on the Airport's Airport Layout Plan (ALP) and Master Plan, and then it needs to be on the ALP and provide a written justification for the location and need for a cold storage building. ASG is in the process of trying to figure out what effort will be required.

From last month's Commission meeting, Commissioner Gibson noted that he believes that the cold storage building is identified in the Master Plan and the Airport Layout Plan (ALP) and asked ASG to confirm. ASG has reviewed Taunton Airport's Master Plan and Airport Layout Plan and can confirm the cold storage building is addressed.

Even though it is shown on the Master plan and ALP it is too late in the fiscal year to reasonably get this project designed, bid, and constructed by June 30, 2022. MassDOT Aeronautics will consider this project for next fiscal year which starts July 1, 2022.

4. FUEL FARM PERMITTING (ASMP)

This project is intended to perform a preliminary design in order to obtain environmental permits / approval for a future project to construct a new Fuel Farm at the Taunton Municipal Airport

(TAN) in Taunton, Mass. The new fuel farm would include two above-ground fuel tanks: one 10,000 gallon Jet-A-tank, and one 10,000 gallon AVGAS tank. The system would also include separate pumps and ancillary equipment to receive fuel deliveries from bulk fuel delivery trucks and to dispense fuel into a mobile fuel truck. It is also proposed for the tanks and equipment to be contained within a dike to contain a potential fuel spill, and that the bulk fuel delivery truck will unload on a new poured concrete pad.

An ASMP grant application was submitted on September 13, 2021 to MassDOT for consideration of funding.

This project will not be occurring this fiscal year because: 1 – MassDOT Aeronautics has not stated if they would support this project this fiscal year; and 2 – since MassDot Aeronautics has not stated support time is too short to get permits in hand by June 30, 2022. This project will have to be re-considered for next fiscal year.

3. Secretary Report – February 23, 2022 as distributed.

Ken made motion to approve as distributed.
Jon seconded

4. Treasurer's Report – March 30, 2022

Monthly Income	-	\$24,712.81
Monthly Expenses	-	<u>(\$43,253.15)</u>
Cash Flow		(\$18,561.61)

Current Balance 25	-	\$74,841.09
20 Grants Ledger	-	\$ 646.92
22 Grants Ledger		
CRRSA/Rescue	-	\$45,000.00
01 Payroll Acct.	-	\$ 5,902.00
Annual Net	-	\$(4,448.27)

Ken made motion to approve the Treasurers report pending audit
Steve: seconded
All in favor pending an audit

4. Airport Manager's Report:

Everything is up and running. Runway lights for the most part are running. Everything looks good. Fuel looks good.

Dick had a conversation with Drew Mihaley from MassDOT regarding badges. The airport had a couple of badges that did not come back from MassDot. What MassDOT is doing now is, once a badge has been sent up to them, if there is any monies owe on the planes (registration) MassDOT will not print the badge for it. They have to become current before anything is done. Dick has some ideas on the airports badge policy. He is waiting to talk to Drew again. Mr. Mihaley is going to be coming down in the next two to three weeks to do the 5010 airport report. It will be discussed at that time. Dick did speak to several airports around the area, everyone has their own badge policy. The airport can develop their own. Ideas will follow after Mr. Mihaley's inspection.

We received another estimate for the garage door in the shop. A year or two ago, it was \$5,000.00, the estimate he received today was \$12,000.00. We are calling a couple more companies to see if we can get two more estimates.

Burton's asks if there is a reason why it went up so much.

Supply issues, size of the door. Dick has heard different stories about it.

A lot of places Burton has talked to have the same issue. Due mainly to supply,

Per Dick, it is the size of the door, none of the local companies want to deal with anything that big. So we are limited to who we can get in. There are two more companies that the airport has contacted that will supply an estimated to the airport.

Dick found a bumper and tailgate for the pickup truck. Dick would like to thank Donnie Almeida, he found it for us.

5. Old Business

1. Update from the Airport Revenue Generating Sub-Committee-Burton

Zena and Burton had a meeting the other day. He sent Bob and Kenny an email from the results of that meeting. Burton has to say that Zena and Dianne have been doing the heavy lifting. Dianne has been pulling the invoices, Zena has been using her expertise putting the spread sheet together. This way we can get our arms around how we are spending money. What is coming in and what is going out. Just with their meeting on Friday, using TMLP as Burton wrote in his email, there is an issue with the way we are paying the bill. With TMLP you get a discount if the bill is paid in a certain period. Burton finds that there are balances carried forward that seem to be an issue. That is one of the things they need to get their hands on. We are looking at the invoices, what we need is a stamp that Dianne needs to use when these bills are paid. We see on a spread sheet that Zena put together, it was paid, and we don't know when it was paid or how it was paid. They are trying to get their arms around that. They have come up with a plan that they are going to start doing line by line, incorporating by month what bills are being paid.

Bob is thinking maybe TMLP, maybe a lot of them, even though we submit the bills to the city, they pretty much go through their system and it eats up a lot of time. It is not like we can cash it in, they process it. It goes to the Treasurer the Auditor, they approve it and send out the payments. The airport does not send it out, they do. It is our money, it goes through city, but that might be something to look into. Over the course of 10 years, money we are losing because we are not paying on time to get the discount, so yes follow up on that.

Per Burton, they are going to do that for all of the invoices and bills that go out. Just with TMLP alone, Zena found one that was \$48.00, Burton did one that was \$24.00. You start adding that up month by month, it adds up to quite a bit of money. That is one issue they have found.

Zena also wanted to mention on the report that they receive, if we can go into detail where it said description if it could say service date. If that can be corrected it would be helpful for them.

Per Burton, he believes this review will bring up quite a bit of things that can be changed where we can actually save money. It is going to take a bit of time. The other thing that Burton wanted to bring up is the leases. They have made their recommendation about the lease rate, of course they said it should go up, they need you guys to make a decision on some of the wording in the lease. They need feedback on that. If you and Kenny can review that and let them know. If you look at the rate that Plymouth and Mansfield is charging we are on the low side.

Per Kenny let me do a point of information on that just to clarify the words. When we review the lease as a whole it is the group as a whole that has got to do it. What is happening now is we have sent out our standard lease up to our Aviation Lawyer specialist to let them review the language and the semantics and bring it up to modernization then they will supply that lease, standard lease to the airport, then we as the group will review it as a whole. Ken just wants to make that clear.

Per Jon, that brings up a point. Jon is assuming this is Anderson and Krieger. When did the commission vote on using this law firm?

Per Kenny it was not a vote. It didn't have to.

Per Jon, actually it does. We have spent, if you want to look at some lost money we spent \$3400.00 in two months, at the end of last quarter on legal fees. Jon is assuming that this is to Anderson and Krieger.

Ken does not know.

Per Jon, your name is on it.

Per Ken that is not the only bill. That is the lawyer that we were told was the Airport's aviation lawyer to send information to, that they are a specialist on that. Also the city solicitor agreed to it. Actually, you are right, it was before you were on the commission that there was a conversation of having an aviation lawyer be part of our legal team because the city solicitor didn't

There you go it is on the record. This is the stuff that Jon has been complaining about for three years. There is no transparency in this place.

Ken asks Jon what is his issue. Actually the prefect thing, Jon is holding it. They have it spelled out exactly what the conversation was on that piece of paper. You obviously have it, you got it submitted from somewhere so they typed up actually what the conversation was with whom and when and for what. We can read it out if you want to.

This is what Jon wants to know. Actually Jon does not think it is a good idea to read it in public.

You are right, per Ken it has to do with an executive session.

It could be, replies Jon. Here is one, review lease terms and material for certain reasons, conference call with Ken Gibson and Robert Adams. That is a sub-committee. We should be briefed on that.

We are not done with the sub-committee. These are things before Jon was even here, replies Ken.

No they weren't. This was November 17, 2021.

Ken is not going to get into the argument.

Jon just wants to make a point that you guys are doing things without the rest of the commission knowing.

Per Ken that is an accusation that is incorrect.

Jon asks how.

Per Ken, tell the crowd to be quiet, the peanut gallery does not need to laugh and snicker. Focus on the detail.

Per Jon, he needs to see the emails, from both of you.

Per Bob, he will have to set it up with the law dept. That is between the city solicitors, and the aviation lawyer if they decide to bring Jon in on it. We are not going to discuss it right now because that falls under lawyer privileges.

Jon replies that is fine, he is not going for details. Jon just wants to be included in this. Well over a year ago, the commission voted on a motion that anything that the chairman puts out to the FAA, Jon has a copy of the minutes. The Chair or the Vice Chair sent out a response letter on behave of the commission to an inquiry by the FAA, MassDOT and anyone else that we would not otherwise be aware of, so we are not caught in the dark. That was a motion that was voted on

15 months ago. Jon has not received any information. Not just for this, anything else that goes on. You have not followed through with that motion Bob. That was December of 2020.

Per Bob, the chair can get information from any source he wants to. That letter was brought back from the FAA and read to the commission and everything was stated out. Per Bob everything is on the up and up.

Per Jon, this is information that every single one of the commissioners need to see.

Per Bob, if someone challenges the rules, and goes up to find out if the airport is in compliance, that is well in our rights to do.

Jon is not talking about Chuck Wright.

Per Bob, he does not need to come back and ask permission of everybody to get information back from the FAA saying we are in compliance or not. So I don't know what you are doing, why you are fishing, or pandering to the crowd whatever stop it.

Per Jon, that is not what is going on here. This has nothing to do with Chuck Wright.

Per Bob, you are not being a positive asset to the city or the airport. You are looking for a fight.

Per Jon, that is not true. Jon is looking to get the information that both you and Ken have and no one else does. That is how a commission works. Simple as that. That is all Jon is looking for. Jon could care less about Chuck Wright writing that letter. This has nothing to do with that. It has everything to do with hiring a law firm that we did not approve, we did not vote on. No only this commission but anyone prior to this never voted to approve Anderson and Krieger as our official aviation attorney. You took it upon yourself to hire them and spend thousands of dollars. No one knew.

Per Ken first of all number 1 that is not true. Number 2 like Ken has said, it was all before you. Number 3, if you want to go into that why didn't you bring it up, make a phone call to the Chairman or to Ken, we have the right to discuss that ahead of time. Why didn't you ask this information then, versus now? There are certain things that need to be discussed on that and should not be discussed in an open forum. This has already been discussed and talked with our city solicitor and if you want to have a conversation then sure, set up a meeting and sit down with the city solicitor for those very documents that the legal lawyers that are aviation specialists put together and we can clarify all that.

Jon would love to sit down.

Ken would appreciate that rather than an antagonizing attitude saying we are doing something nefarious. Because we are not. That is not what Kenny does. He is on the up and up on everything. Ken resents that. Ken thinks we need to move this on.

This has to do about operating a commission and how it is supposed to operate plain and simple per Jon. Jon's point is he wants the information and everyone else can have it to of what is going on back and forth between this law department.

Well let's clarify it, you just went around the room asking a bunch of people if they knew about the law firm per Kenny. You were expecting them to say they no. Burton said yes he understood, Steve said no, Zena said she understood about it, Dick said he understood about it. Ken knows about it, so does Bob so obviously it is not a hidden story about Anderson and Krieger aviation specialist that do these kind of things. This is not hidden with that being our legal law firm to confer and refer stuff to. I don't know where I am missing the point here.

The point is that Jon has not got the information that he has asked for, for well over a year.

Ken asks Jon if he has reached out.

Jon answers yes,

Ken asks if you have picked up the phone or sent an email Bob. Ken has never gotten a phone call from Jon, or an email.

Jon's reply is Ken is not the Chair. Jon has sent numerous emails to Bob Adams

Per Ken, let's go right to the details. You just said Bob Adams and now you put my name on it.

Per Jon because your name is on this invoice.

Ken wants to know if Jon picked up the phone and call him.

Jon answers no.

Per Ken that is his point.

No, it is a discussion the commission should have not two people.

Per Ken yes you can have a discussion between two people. That is how you avoid a quorum. We could have talked about this outside this forum here, and Kenny could have spelled out a bunch of things for you. You might have more information on it but you have never asked.

Per Jon it is something the commission should hear.

Per Ken, we are going around in circles. We do have an aviation specialist law firm for aviation for the issues we are dealing with at this airport that have to be taken care of. It is not hidden between what you are trying or what you have said and painted the picture that is only Bob

and I doing it. There are other people that understand we have an aviation specialist lawyer and it cost money. Before you were appointed as a commissioner.

Per Bob it was approved by the city solicitor.

Per Jon, the commission decides who we spend our money on.

Per Ken, Jon was not on the commission and it was approved before Jon was on the commission.

2. Update New/Renewal lease terms for discussion.

Per Bob, the aviation lawyers are still putting together a draft for the commission. Once the commission receives it, the commission will review it.

7. New Business

None

8. Executive Session

Ken made motion to go into executive session for the purpose of number #2
Steve second.

Roll call vote.

Ken Gibson, yes
Jon LeMaire yes
Burton Schriber yes
Steve Rogers yes
Dick Griffith yes
Zena Shivers yes
Bob Adams yes

Leaving for executive session #2 regarding employee contract negotiation, and the second one is purpose #4, regarding security devices on the airport.

9. No Public Input

Next Regularly Scheduled Meeting: April 27, 2022, at 7:00 P.M. in the Taunton City Council Chambers, 15 Summer Street, Taunton, Massachusetts 02780. Individuals with

specialize in that stuff, so he said you guys have the right to have an aviation lawyer that would represent that. This is before you.

Per Jon, that makes sense. The Commission should vote on who. This was not put by the commission. There was never a vote on what law firm to use.

Like Ken said it was before Jon was on the commission.

Jon asks if you can provide me the meeting and minutes.

Ken cannot right now, but it was before you. I don't need to. It was before you.

You are wrong, Kenny. Jon's thing is we have spent thousands and thousands of dollars on this law firm. Jon asks Burton, and Steve if they have heard of this law firm. Steve were you aware that we were paying Anderson and Krieger thousands of dollars. Steve was not aware of paying Anderson and Krieger thousands of dollars. Zena replied she reviewed the financials. Well we have obviously a substantial amount of money going out, and Jon is assuming this group is representing the airport with Raven Nation.

Per Ken, more than that. They represented the former manager's company AVMS, Jan and Dianne for a lot of the issues that we had at the airport that needed to be sorted out and they were the aviation specialists that spelled it out. Like Ken said it goes back to before you were here.

Jon asks did the commission vote to use this law firm. That is what Jon is getting at.

Ken asks did the commission go to the city councilor and the city solicitor, let me correct myself. The city, did the commission go to the city solicitor and ask to use an outside firm to protect our interest. Yes they did. Again before you this was the law firm.

Ken you are wrong.

No you are wrong. If you are going to call me out, and want to go back and forth you are wrong, is Ken reply. You better go back and do your homework. So let's move this forward.

No, Jon is not done. Jon would like to be forwarded any correspondence between Bob Adams and anyone else who has sent emails to Anderson and Krieger, Jon would like to be included. Jon would also like to review all the emails as soon as practical.

Per Ken, your reason being.

Per Jon, he is a commissioner he has every right to see them.

Per Ken, just want to put it on the record.

disabilities, who require assistance or special arrangements to attend, please contact the Airport Manager at 508-821-2973. We request that you provide a 48-hour notice so that the proper arrangements may be made.